

# SHU 2019 Graduation Information

The SHU graduate degrees awarded to Griswold candidates are the **Master of Arts in Teaching (MAT)**, **Master of Education (MEd)** and the **6<sup>th</sup> Year/Certificate of Advanced Studies: in Administration, Literacy, or Teaching (6<sup>th</sup> Year/CAS)**. Please keep in mind that the Certificate of Advanced Studies (CAS) is the 6<sup>th</sup> year degree and should not be confused with the state teaching certification/licensure.

## *When will my graduate degree be awarded?*

Graduate degrees are conferred in May, August and December of each year. Your graduation date is determined by when you will complete your degree coursework.

| Semester that degree* coursework will be completed: | Graduation Date: |
|-----------------------------------------------------|------------------|
| Fall 2018                                           | December 2018    |
| Winter Intersession 2019 or Spring 2019             | May 2019         |
| Late Spring 2019, Summer I 2019, or Summer II 2019  | August 2019      |

\* You may complete coursework for your degree and then continue working towards state certification/licensure. And the reverse is also true, that you may complete your certification coursework and then continue to work toward your degree. Remember that it is important to contact Dr. Christensen if you have questions about your coursework.

## *What do I have to do to graduate?*

Once you have determined your graduation date, you will have to **apply to graduate**:

1. **Complete a Graduation Data Card** and submit to the Griswold office.
2. **Apply online to the Registrar:** log in to WebAdvisor, click the link “Application for Graduation” under the Academic Planning heading and follow the directions. Deadlines for online applications are:

| Graduation Date: | Application Deadline: |
|------------------|-----------------------|
| December 2018    | June 22, 2018         |
| May 2019         | October 30, 2018      |
| August 2019      | February 28, 2019     |

You should receive a confirmation email after applying online. Please note that it may be sent to your [SHU email](mailto:graduation@sacredheart.edu) address. If you do not receive this confirmation, please email [graduation@sacredheart.edu](mailto:graduation@sacredheart.edu)

You will be billed a graduation fee within one month of your graduation date.

## *What about the graduation ceremony?*

There is only **one** official graduation ceremony per year – this “commencement ceremony” takes place at a location near the Fairfield campus in May of each year. **If you are a December 2018, May 2019 or August 2019 graduate, your ceremony will take place on May 11, 2019 at the Webster Bank Arena in Bridgeport CT.**

If you have met all of your course requirements and applied for graduation, then you are invited to participate in commencement activities. Steps to participate are:

1. **RSVP to the commencement (graduation) ceremony:** If you would like to participate in the SHU commencement ceremony, you must RSVP to the registrar. Please visit [www.sacredheart.edu](http://www.sacredheart.edu) and select “Commencement” from under the Popular Pages heading at the bottom of the home page. SHU Commencement information, including an RSVP form, is available on the SHU website. **If you do not want to participate in the ceremony, you do not have to complete this step.**
2. **Commencement Cap, Gown and Tickets:** Caps, gowns and tickets must be **pre-ordered**. Cap and Gown preorder is available online prior to commencement. If you have any problems ordering your cap and gown, please e-mail [graduation@sacredheart.edu](mailto:graduation@sacredheart.edu). As a courtesy to our Griswold graduates, **Dr. Christensen will pick up caps, gowns and guest tickets from the Fairfield campus prior to the commencement ceremony upon request.** You can email requests to Angela Maschka ([maschkaa@sacredheart.edu](mailto:maschkaa@sacredheart.edu)); please include your height and number of tickets requested.
3. **RSVP to the Griswold reception:** We will hold a reception at the Griswold campus in early **May 2019**. This is a gathering to congratulate our Griswold December 2018, May 2019 and August 2019 graduates, not a formal commencement ceremony. Friends and family are invited to join the celebration. Invitations will be mailed prior to the reception.

### ***When will I receive my diploma?***

If you have completed all the academic and financial requirements for graduation, your diploma will be sent to you in six to eight weeks following the degree conferral. Failure to complete academic requirements or financial obligations will result in a delay in receiving your diploma.

### ***But I'm an August graduate....***

August graduates can participate in both the May commencement ceremony and Griswold reception, even though their coursework will not be completed by May, if they have received approval from Dr. Christensen. You must be registered for the remainder of your degree coursework before you can receive approval.

### ***Who should I contact if I have additional questions?***

- Please call the Griswold office at (860) 376-8408 or email [maschkaa@sacredheart.edu](mailto:maschkaa@sacredheart.edu) or [danieluka@sacredheart.edu](mailto:danieluka@sacredheart.edu)
- If you have any issues with the online application or RSVP process or questions about your diploma, please email [graduation@sacredheart.edu](mailto:graduation@sacredheart.edu)